

THREE RIVERS INTERLOCAL COUNCIL BYLAWS

ARTICLE I - NAME

Section 1 - The name of this organization shall be the Three Rivers Interlocal Council (the Council).

ARTICLE II - PURPOSE

Section 1 - The Council shall review, discuss and study for the residents of the communities any changes, conditions, or proposals that may affect long term growth and development and submit their findings in writing to the respective communities so affected in accordance with Article VI.

ARTICLE III - MEMBERSHIP

Section 1 - Membership shall be described in Section 1 of the Memorandum of Agreement (MOA) as incorporated by Article X.

Section 2 - Voting shall be as described in Section 1 of the MOA.

Section 3 - Expansion of membership shall be described in Section 1 of the MOA.

Section 4 - The Three Rivers Interlocal Council shall maintain a list of the representatives from each community.

ARTICLE IV - OFFICERS AND ELECTIONS

Section 1 - The Officers shall consist of a Chair, Vice Chair, and Second Vice Chair. The Officers shall be elected from the membership for one year terms. The Chair, Vice Chair, and Second Vice Chair shall form the executive committee with MAPC as an Ex Officio member attending meetings.

Chair - Prepares the agenda, conducts the meetings, appoints all committees, ensures that the staff carries out the Council directives and represents the Council before other local, regional or state agencies or organizations.

Vice Chair - In the absence of the Chair, the Vice Chair assumes the duties of the Chair.

Second Vice Chair - In the absence of the Chair and Vice Chair, the Second Vice Chair assumes the duties of the Chair.

- Section 2 - Election of Officers - The annual election of officers shall be held during the Annual Meeting. The election of officers shall be the first order of business. They shall assume their office upon completion of the annual meeting. No more than two consecutive full terms in any one office may be served. A person may be elected to a different office, or after at least one year out of an office may be re-elected to it.
- Section 3 - The Chair shall appoint a Nominating Committee at the March meeting that shall prepare a slate of officers which shall be sent to the members with the notice of the annual meeting. One of these members will be designated by the Chair as Chair of the Nominating Committee. Nominations from the floor with the assent of the nominee will be accepted. The Council Chair shall appoint a non-voting person to act as clerk for the election.
- Section 4 - Vacancy - In the event of the resignation or inability of any officer to serve, the next ranking officer shall perform all duties of the office, until such time as the Council can elect one of its members to fill the vacancy for the unexpired term. The Council shall elect a presiding officer at a meeting if necessary.
- Section 5 - Executive Committee - An executive committee comprised of the Chair, Vice Chair, and Second Vice Chair shall provide guidance to staff in the interim period between meetings. The executive committee shall meet regularly with the Council to report on its deliberations with staff.

ARTICLE V - MEETINGS

- Section 1 - There shall be at least eight meetings of the Council each year. Meetings shall be conducted in accordance with Robert's Rules of Order. It is the responsibility of all the member communities to post Council meeting notices and agendas.
- Section 2 - Annual Meeting - The Annual Meeting shall be held in May to:
- a) Elect officers;
 - b) Adopt a working program for the ensuing year;
 - c) Receive an annual report from the Chair;
 - d) Review and evaluate the performance of the Council in accordance with Section V of the MOA;
 - e) Transact such other business as may properly come before it.
- Section 3 - Quorum - A quorum shall consist of a majority of communities. The Metropolitan Area Planning Council (MAPC) is considered a community for the purposes of quorum counts and voting.

Section 4 - Annual Report - The report shall be prepared by the Chair and shall include a general overview of the Council activities and shall also include such recommendations as are necessary for the coming year.

ARTICLE VI - VOTING

Section 1 - Each Board of Selectmen for the signatory communities listed in ARTICLE X shall designate an order of preference for voting purposes from among the communities' appointees. For any specific meeting the communities' appointees may send a representative with written authorization for voting purposes. Any decision must be voted by not less than a majority of the communities, except as noted in Section 1 and III of the MOA.

ARTICLE VII - COMMITTEES

Section 1 - The Chairman shall appoint and serve as ex-officio member of all committees and task forces which the Council from time to time deem necessary. Committees and task forces shall consist of representatives from at least three different communities, and may include individuals who are not voting members of the Council.

ARTICLE VIII - AMENDING THE BYLAWS

Section 1 - Amendments to these bylaws must be proposed by a Member before or during a regularly-scheduled Council meeting and shall be included with or summarized in the agenda for the meeting at which they are to be voted. Amendments become effective upon approval at a subsequent regularly-scheduled meeting.

Section 2 - Amendments to these bylaws will require the assent of at least eight members as described in Section III of the MOA.

ARTICLE IX - BYLAWS EFFECTIVE

Section 1 - These bylaws shall become effective upon their acceptance by at least eight members as described in Section III of the MOA.

ARTICLE X - SIGNATORY COMMUNITIES

Section 1 - The signatory communities listed on the MOA are:

Canton, Dedham, Dover, Foxborough, MAPC Executive Director, Medfield, Milton, Needham, Norwood, Sharon, Stoughton, Walpole, and Westwood. Note that Dover is a member of two subregions (the other being the SouthWest Advisory Planning Committee or SWAP). Other municipalities may join in the future by signing the MOA and being voted in by the Council.

ARTICLE XI - INCORPORATION OF MOA

Section 1 - The MOA as signed by the governing boards of the signatory communities is incorporated herewith.